

The U.S. Consulate Residence provides a good opportunity to work for high-ranking officials in an international environment.

Vacant Position	Residence Staff (Full-time) Official Residence of the Consul General in Osaka-Kobe Position will be available on 10/01/2023
Job Description	The job holder independently performs housekeeping, laundry, and waiting at table. Performs other duties as needed.
Qualifications	<p>Must be physically fit to perform assigned duties. Must be attentive to the needs of occupants, guests, and staff. Must clean and maintain uniforms and be particularly sensitive to personal cleanliness and hygiene at all times including trimmed hair, neatly tied or worn under a net. Must have a good attitude and the ability to be a good team member. Good working knowledge Japanese is required. Basic English is preferred.</p>
Location	Official Residence of the Consul General, Osaka-Kobe Kikutani-cho, Nishinomiya, Hyogo (within 10-minute walk from Hankyu Kurakuenguchi-Station.)
Employment Conditions	<p>Term of contract: One year, renewable. Subject to 6-month trial period for the first contract with the employer. Work hours: Fulltime, 40 hour work week. Compensation: <u>¥3.9 to 4.0 million/year</u> including bonuses and other allowances. -Salary will be determined depending on the selected candidate prior work experience and qualifications. -Commutation Allowance provided separately. - Salary increase is considered upon renewal of contract and successful performance. -Advance severance is provided at the end of each contract. Annual Leave and Holidays: Provided in accordance with internal regulations. Labor Insurance: Worker's Compensation and Employment Insurance</p>
To Apply	<p>Please submit Japanese resume and supporting documents (copy of diploma, licenses, etc.) to:</p> <p>By mail: 2-11-5 Nishitenma, Kita-ku, Osaka 530-8543 Attn: CGR Residence Staff</p> <p>Only successful candidates will be contacted for interviews. Please indicate email/phone reachable during daytime. Submitted documents will not be returned. Telephone inquiries will not be accepted.</p> <p style="text-align: center;">Closing date: July 12, 2023</p>